

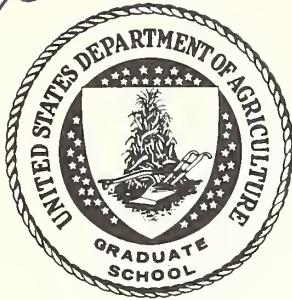
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# GRADUATE SCHOOL

EDUCATION FOR A  
STRONGER NATION

# Newsletter

CURRENT SERIAL RECORDS

SEP 24 1964

August 14, 1964

## CALENDAR OF EVENTS

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September 2	Annual Faculty Dinner
September 5 - 12	Fall Registration

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## TRAINING OFFICERS' LUNCHEONS

Some 200 Federal Government employee development and training officers were luncheon guests of the Graduate School on July 29 and August 4. These luncheons have become an annual event at which we try to spread the word about the training opportunities available through the Graduate School.

C. N. Shepardson, Governor, Federal Reserve Board, on August 4, welcomed the guests on behalf of the General Administration Board. Our speakers represented a variety of Government departments and functions. They spoke of their own experiences and of their association with the Graduate School.



Mr. Shepardson

Anthony M. Rachal, Jr., Employee Utilization Officer, Office of the Administrative Assistant Secretary, Department of Labor, described his Department's Career Counseling and Development Program and their work in setting up a self-development clinic for sub-professional employees.

Clifford V. Eckhardt, Chief of the Field Survey Branch, Geological Survey, Department of Interior, related his experience as a participant in the Graduate School's Management Development Program for Supervisors of Scientists and Engineers. He was enthusiastic about the program, which he described as a "unique approach." He added that the Managerial Grid Program, in which he later took part, "topped off" the previous training. He

felt the sequence in which he took each program was appropriate and each program reinforced the other and rounded out the learning in a way that was helpful to him.

Manlio F. DeAngelis, Deputy Assistant Administrator, Bureau for Africa, Agency for International Development, spoke in his capacity as chairman of the Graduate School's Committee on Correspondence Study and Extension Education. He cited examples of how Graduate School Correspondence Courses have been used by Federal agencies in training field personnel and invited inquiries from the training officers as to how correspondence courses could be integrated into their training and career development programs.

Louis B. DeAngelis, Chief of the Management Development Division, National Security Agency, compared two techniques in management training: the "T-Group Sensitivity Laboratory" approach and the "Managerial Grid Laboratory-Seminar." The former, he explained, is a non-structured group program, while the latter is instrumented (programmed) learning. He said that the goals and major concepts are the same under both approaches, but differences lie in (1) frame of references to the managerial process, (2) methods of feed-back, (3) terminology, (4) relatedness to the job, (5) type of "trainer" employed, and (6) "back home" applications. He concluded that more study is needed to determine what these different types of programs will do for managers.

Frank H. Spencer, Deputy Administrator for Administrative Management, Agricultural Research Service, Department of Agriculture, who is chairman of the Committee on Office Techniques and Operations, had words of high praise for



Mr. Rachal



Mr. Eckhardt



Mr. DeAngelis



Mr. DeAngelles



Mr. Spencer



Mr. Quaid

the "Graduate School's great contribution to USDA and the Federal Government." He said "it's all right for me to say this since my service pre-dates the start of the Graduate School." He spoke of the practical value of courses in Office Techniques and Operations, perhaps especially for those who enter Government service without a college degree. As an example of the demand for some courses, he mentioned the fact that six sections had to be set up to accommodate those who wanted to take the course on Basic Concepts of Data Processing.

Daniel L. Quaid, Liaison Officer, Foreign Service Institute, Department of State, told how the awareness of the need for training had grown in his department. He added that their enrollment in the Graduate School tripled last year, over the year before, and it might triple again this year. This has been brought about by circulating Graduate School materials and telling employees that the Department may pay for some courses that are job related. He added that they have set up training advisors in each division of his department.

During the question period someone asked about the Graduate School's plans for using television. I explained that we were exploring the possibility of televising the "Modern Supervisory Practice" course by way of educational TV (GWETA) in conjunction with the Graduate School Correspondence course. We are currently testing the approach and we plan to determine its feasibility.

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## NEW COURSES, 1964-65

New courses are being offered this fall in practically every department of the Evening School--as well as several in the daytime "Special Program" and in the Correspondence Program. Here is a brief rundown of those listed to date:

In the DEPARTMENT OF BIOLOGICAL SCIENCES, four new courses are offered under the special program in Natural History Field Studies. These include Physical Environment I: Geology (1-130), taught by Marvin A. Pistrang, and Physical Environment II: Climate and Soils (1-125), taught by Paul E. Lehr and Earl D. Matthews. In addition, Mr. Lehr will teach a course in Weather (1-129) and Shirley Briggs will teach Conservation Philosophy in the United States (1-137).

The DEPARTMENT OF LANGUAGES AND LITERATURE also offers four new courses. They are: Basic Grammar (2-39) under Robert B. Anderson; Basic Skills in International Communication (2-325), taught by John L. Maddux; Documentation in Science and Technology (2-420), taught by John Sherrod; and Russian Poetry (2-31), taught by Tatiana W. Boldyreff.

Want to understand the math your children are learning today? One of the new courses in the DEPARTMENT OF MATHEMATICS AND STATISTICS is designed for that purpose. It is Parents' Guide to New Mathematics (3-35). Jo Brice Wilmeth is the instructor.

Other new math courses: Introduction to Modern Algebra (3-100) and Advanced Calculus (3-500). Wesley Sanburn and J. Richard Gauthey are the instructors.

Under the heading of automatic data processing we list three new courses. Data Processing on Electronic Computers (3-585) is offered in three semesters and the slate of instructors includes Robert H. Armstrong, Anne H. Eastman, Maitland K. Flood, Ann B. Hiran, Judith P. Johnson, John W. Morton, Hubert P. Nucci, Albert J. Nowotny, John A. Taylor, and Jacquelyn Zehring.

Electronic Computer Methods of Statisticians (3-762) is offered by M. H. Schwartz. John A. Taylor will teach IBM 360 Data Processing System (3-578).

Seven new courses are included this year in those given by the DEPARTMENT OF PHYSICAL SCIENCES. Chemistry of Behavior (5-424) is designed to give basic knowledge accumulated on chemistry of behavior in man and animals. Byron E. Leach is the instructor. Wiley W. Tolson will offer Biochemistry of Steroid Hormones (5-403). Nuclear Magnetic Resonance Spectroscopy (5-408) will be taught by Ernest Lustig. Albert E. Smith will teach Principles of Physics (5-155), while Gordon K. Dicker offers Modern Physics (5-126), which gives a descriptive treatment of atomic and nuclear structures, fission, fusion, radiation, etc. An introductory course in Nutritional Biochemistry (5-406) is offered by



J. S. Adkins. Physics of the Upper Atmosphere and Sounding Techniques (5-592) will be taught by James Giraytys and Sidney Teweles.

THE DEPARTMENT OF PUBLIC ADMINISTRATION brings us five new courses. Public Policy and Economic Development (6-348) treats the process of policy formation, particularly in the economic area. Instructors are Clarence J. Hein and Martin Kriesberg. Robert V. Cummins and Carl W. Tiller teach Federal Budget Administration (6-635). New personnel administration courses include Compensation Practices in Industry and Government (6-330), taught by Toivo P. Kanninen, and Personnel Research--Recent Developments (6-340), under Albert S. Glickman and Francis L. Harmon. John G. Gregg will teach Labor Relations in Government Procurement (6-373), an analysis of the respective roles of labor, management, and government.

Seven courses are new in the DEPARTMENT OF SOCIAL SCIENCES. Introduction to International Economics (7-526) offers the student basic concepts and analytical tools and their application to the subject. Carey B. Singleton, Jr. instructs. Introductory Social Psychology (7-235) is offered by Richard D. Bloom. Psychology of Creative Individuals (7-544), taught by Reza Arasteh, is intended for counselors, teachers, therapists, etc. Computers in Behavioral Sciences (7-464), taught by David J. Fitch, deals with how to tell modern computers to solve problems of prediction and classification in behavioral sciences. Denis F. Johnston will lead a seminar in Sociological Literature (7-706). Unity of Culture (7-463), under Giorgio Tagliacozzo, deals with unification of scientific and humanistic cultures. Another seminar, Counseling and Behavior Modifications (7-547), is to be led by Albert C. Cornsweet.

The DEPARTMENT OF TECHNOLOGY boasts ten new courses this fall, ranging from Servomechanisms to Oriental Painting. The former (8-100) is taught by James W. Titus and the latter (8-356) by Woo Soung Chang.

Other new technology courses include Mechanical Engineering Review for P. E. Examination (8-98), offered by Brian R. Jessop; an introductory course, Symmetrical Components (8-275), taught by Benjamin F. Slingluff; and Engineering Applications of Digital Computers (8-685), taught by John R. Bossenga and Robert B. Smith. Two other new courses are Engineering Economics (8-375) and Engineering Mathematics (8-406), taught by, respectively, Milton F. Searl and Alan O. Plait. Charles E. Cook will teach Applications of Mathematics to Surveying and Mapping (8-226). And to further the student's understanding and knowledge of the arts of China, Japan, and Southeast Asia, Joanna S. Eagle offers Oriental Art (8-362). How to Order Printing (8-176) will be taught by Samuel Bernstein.

#### NEW IN THE SPECIAL PROGRAM

The Managerial Grid Laboratory-Seminar is a week-long meeting designed for



managers and executives. It is based on the theory that concern for people and concern for production can be integrated within organizations in order to increase work output and reduce unit cost. Three week-long, full-time sessions are scheduled: October 18 through 23, 1964; February 14 through 19, 1965; and May 23 through 28, 1965.

Science Information and Communication (Course D6-80) is also a week-long seminar, designed for scientists and engineers. Its objective is to acquaint them with modern information services and means of utilizing them--also to help them become aware of problems in information handling that have been magnified by the accelerating expansion of scientific and technical knowledge.

In the planning stage are two new workshops. One is a Workshop in Outdoor Recreation for USDA Field Employees, to explore ways of helping rural residents to develop a business in outdoor recreation. Also planned is a Workshop on Programmed Learning for Federal Employees.

For other programs offered under GS Special Program, during daylight hours, see the new SPECIAL PROGRAM BULLETIN. These are specially developed institutes, workshops, seminars, and special courses designed to supplement in-service training programs of Federal agencies.

#### NEW CORRESPONDENCE COURSES

Four new ones are among the courses listed in the new CORRESPONDENCE BULLETIN (just off the press)--for copies of this, the SPECIAL PROGRAM BULLETIN, or the GS 1964-65 catalog, call Code 111, Extension 6337.

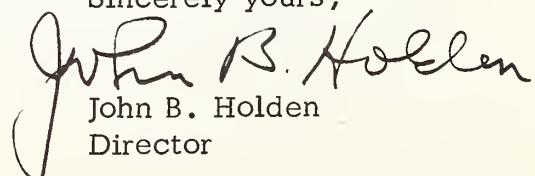
The new listings include Basic Electricity (120C), prepared by J. B. McCurley; Basic Electronics (240C), also prepared by Mr. McCurley; Modern Supervisory Practice (205C) prepared by William R. Van Dersal, Norman A. Berg, and Joseph B. Rogers; and Technical Writing (500C), prepared by Ward W. Konkle. The course on Federal Personnel Procedures (114C) has been newly revised by Henry C. Starns.

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#### NEW 'CRITICAL ISSUES' PUBLICATION

Now available through the Graduate School Bookstore is the Series III Critical Issues and Decisions volume, "The Individual vs the Mass Society." It contains lectures by Arthur Schlesinger, Jr., Leon Keyserling, Harold Taylor, and Peter H. Odegard. The cost is \$1.00 per copy.

Sincerely yours,

  
John B. Holden  
Director